

DAVAO INTEGRATED DEVELOPMENT PROGRAM  
PROJECT MANAGEMENT OFFICE

WORK AND FINANCIAL PLAN  
For the Calendar Year 2012

Projects/Activities	Total Amount	Monthly Cash Disbursements											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>1. PERSONNEL</b>	<b>5,546,000.00</b>												
<b>1.1 PERSONAL SERVICES</b>	<b>3,761,095.00</b>												
<b>1.1.1 Salaries and Wages</b>	<b>2,527,255.00</b>												
1.1.1.1 Executive Director III	-												
1.1.1.2 Deputy Executive Director III	-												
1.1.1.3 Project Development Officer V	-												
1.1.1.4 Project Development Officer IV	-												
1.1.1.5 Project Development Officer III (6)	2,216,292.00	169,830.00	169,830.00	169,830.00	169,830.00	169,830.00	195,306.00	195,306.00	195,306.00	195,306.00	195,306.00	195,306.00	195,306.00
1.1.1.6 Computer Operator I (1)	-												
1.1.1.7 Administrative Officer III	-												
1.1.1.8 Accountant II	-												
1.1.1.9 Senior Bookkeeper	-												
1.1.1.10 Secretary II	188,686.00	14,857.00	14,857.00	14,857.00	14,857.00	14,857.00	16,343.00	16,343.00	16,343.00	16,343.00	16,343.00	16,343.00	16,343.00
1.1.1.11 Clerk II	-												
1.1.1.12 Utility Worker II (1)	122,277.00	9,628.00	9,628.00	9,628.00	9,628.00	9,628.00	10,591.00	10,591.00	10,591.00	10,591.00	10,591.00	10,591.00	10,591.00
1.1.1.13 Driver II	-												
<b>1.1.2 Other Compensation</b>	<b>631,040.00</b>												
1.1.2.1 PERA	48,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
1.1.2.2 ADCOM	144,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
1.1.2.3 Clothing/Uniform Allowance	32,000.00	32,000.00											
1.1.2.4 Productivity Incentive Allowance	24,000.00	24,000.00											
1.1.2.5 Honoraria	30,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
1.1.2.6 13th Month Pay	222,240.00					97,157.50							125,082.50
1.1.2.7 Cash Gift	120,000.00					20,000.00						20,000.00	80,000.00
1.1.2.8 Sports and Clothing Allowance	10,800.00	10,800.00											
<b>1.1.3 Personnel Benefits Contributions</b>	<b>399,800.00</b>												
1.1.3.1 Life and Retirement Insurance Contributions	309,000.00	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	27,000.00	27,000.00	27,000.00	27,000.00	27,000.00	27,000.00	27,000.00
1.1.3.2 PAG-IBIG Contributions	51,500.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
1.1.3.3 PHILHEALTH Contributions	29,700.00	2,300.00	2,300.00	2,300.00	2,300.00	2,300.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00
1.1.3.4 ECC Contributions	9,600.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00
<b>1.1.4 Other Personnel Benefits</b>	<b>203,000.00</b>												
1.1.4.1 Monetization of leave credits	203,000.00						203,000.00						
<b>1.2 MAINTENANCE AND OTHER OPERATING EXPENSES</b>	<b>1,721,500.00</b>												
1.2.1 Traveling Expenses - Local	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
<b>1.2.2 Supplies and Materials</b>	<b>110,500.00</b>												
1.2.2.1 Office Supplies	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1.2.2.2 IT supplies	60,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
1.2.2.3 Housekeeping supplies	18,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
1.2.2.4 Gasoline, Oil and Lubricants Expenses	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1.2.2.5 Accountable Forms	2,500.00	900.00											1,600.00
1.2.2.6 Other Supplies	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
<b>1.2.3 Utility Expenses</b>	<b>18,000.00</b>												
1.2.3.1 Water Expenses	-												
1.2.3.2 Electricity Expenses	-												

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<b>1.2.4 Communication Expenses</b>													
1.2.4.1 Postage and Deliveries	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
1.2.4.2 Telephone Expenses - Landline	-												
1.2.4.3 Telephone Expenses - Mobile	90,000.00												
1.2.4.4 Internet Expenses	-												
1.2.4.5 Cable Expenses	-												
1.2.4.6 Web Hosting	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
1.2.5 Rent Expenses (Office Space)	-												
1.2.6 Representation Expenses	260,000.00												
1.2.7 Transportation Expenses	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
1.2.8 Subscription Expenses (Newspaper)	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1.2.9 Repairs and Maintenance													
1.2.9.1 Office Equipment Repairs & Maintenance	29,000.00	5,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00	5,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1.2.9.2 IT Equipment and SW Repairs & Maintenance	24,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
1.2.9.3 Motor Vehicles Repairs & Maintenance	15,000.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
1.2.10 Extraordinary and Miscellaneous Expenses	220,000.00												
1.2.11 Fidelity Bond (GLM, NLL, MLC, RAA)	6,000.00	3,000.00							1,500.00	1,500.00			
1.2.12 Insurance Expenses	46,000.00	4,000.00		11,000.00			29,000.00				2,000.00		
1.2.13 Other Expenses	867,000.00												
1.2.13.1 Vehicle Registration	11,000.00	2,000.00		4,000.00			4,000.00				1,000.00		
1.2.13.2 Other MOOE	18,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
1.2.13.3 Notarial fees	18,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
1.2.13.4 Financial charges (COA)	30,000.00			7,500.00			7,500.00			7,500.00			7,500.00
1.2.13.5 Job Order Services	790,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	95,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	95,000.00
<b>1.3 CAPITAL OUTLAY</b>	<b>63,405.00</b>												
1.3.1 IT Equipment and Software	55,000.00	55,000.00											
1.3.2 Office Equipment and other equipment	-												
1.3.3 Office Furniture and Decors	-												
1.3.4 Library Books and Reference Materials	8,405.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	905.00	
<b>2. PROJECT MONITORING, PROMOTIONS, CONSULTATIONS</b>	<b>704,000.00</b>												
<b>2.1 Human Resource Development</b>	<b>262,000.00</b>												
2.1.1 Sports Development	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
2.1.2 PMO regular staff meetings	60,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
2.1.3 Capacity enhancement of personnel	70,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00					
2.1.4 Internal workshops/writeshops (semestral)	120,000.00						60,000.00						60,000.00
<b>2.2 Project Development and Planning</b>	<b>105,000.00</b>												
2.2.1 DIDP Board Meeting	10,000.00							10,000.00					
2.2.2 DIDP Coordinators' Meeting	35,000.00					17,500.00						17,500.00	
2.2.3 Consultation Meetings	60,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
<b>2.3 Promotional Activities and Technical Assistance</b>	<b>102,000.00</b>												
2.3.1 Promotion of DIDP programs	30,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
2.3.2 Network Building and Linkaging	30,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
2.3.3 TA on GIS, DATABASE, GW	42,000.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00

*[Signature]*  
DIDP WFP 2012

*[Signatures]*

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PROJECT MANAGEMENT OFFICE

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	Amount	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2.4 Project Monitoring and Implementation</b>	<b>235,000.00</b>												
2.4.1 LGREP monitoring and site visits	40,000.00	2,000.00	2,000.00	10,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	10,000.00	2,000.00	2,000.00
2.4.2 FMR monitoring and site visits	24,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
2.4.3 APPP, UFMVP, ALDP, FLEP monitoring and site visits	40,000.00	2,000.00	2,000.00	10,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	10,000.00	2,000.00	2,000.00	2,000.00
2.4.4 DIDP IFSP Annual Assessment and Evaluation	70,000.00							70,000.00					
2.4.5 DA Quarterly Consultative Meetings	25,000.00												25,000.00
2.4.6 Participation in DA Semestral Conferences, meetings	36,000.00	15,000.00						21,000.00					
<b>TOTAL</b>	<b>6,250,000.00</b>	<b>546,615.00</b>	<b>395,915.00</b>	<b>434,415.00</b>	<b>395,915.00</b>	<b>530,572.50</b>	<b>572,140.00</b>	<b>735,640.00</b>	<b>419,140.00</b>	<b>434,640.00</b>	<b>428,640.00</b>	<b>505,295.00</b>	<b>851,072.50</b>

Note: Based on the Revised Chart of Accounts under the New Government Accounting System per COA Circular No. 2003-001 issued on June 17, 2003

Handwritten signatures and initials in black and blue ink are present below the table. There are approximately seven distinct signatures, some in black ink and some in blue ink, scattered across the lower half of the page.